

MINUTES
HISTORIC PRESERVATION COMMISSION
Monday, January 13, 2014
City Hall, Room 210
4:00 p.m.

MEMBERS: Chairperson Roger Retzlaff, Alderman Mark Steuer, Alderman Dave Boyce, Susan Ley, Jeanine Mead

ALSO PRESENT: Melissa Hauk, Neil White

EXCUSED: Jacqueline Frank, Chris Naumann

The meeting was called to order by Roger Retzlaff at 4:00 p.m.

1. APPROVAL OF MINUTES AND AGENDA

- a. Approve December 9, 2013 Minutes

Motion made by Ald. Steuer to approve the December 9, 2013 Minutes, seconded by Susan Ley. All in favor. Motion carried.

- b. Modify and adopt agenda

Motion made by Ald. Steuer to approve the agenda, seconded by Susan Ley. All in favor. Motion carried.

2. DESIGN REVIEWS

- a. Review and discuss renovations at 143 N. Broadway

No representative appeared. A motion to postpone discussion of this item until next month was made by Ald. Steuer, seconded by Ald. Boyce. All in favor. Motion carried.

3. REPORTS: None

4. CORRESPONDENCE: None

5. CONTINUING BUSINESS

- a. Strategic Planning – Postponed
- b. Review Ordinance with respect to mission and vision

Roger read recommendations from the historic preservation chapters of the Green Bay Comprehensive Plan, reporting that

- The City's intensive survey should be updated in the future
- It is necessary to build community support and establish design standards and guidelines
- Support for the Commission could be moved from the Law Department to the Planning Department with someone to help with Commission projects
- Other recommendations in the Comprehensive Plan included developing heritage tourism, providing training for Commission Members and empowering the Commission through certified local government status.

Roger read from Section 5, Chapter 13 of the Historic Preservation Ordinance which describes purpose and intent, power and duties, composition of the members, and historic designation criteria. Roger asked everyone to review this Ordinance before their next meeting.

Ald. Steuer reported that Bill Lockery has replaced Rob Strong as Planning Director on an interim basis. Bill indicated their department does not have enough staff to take on HPC projects. As an alternative, Ald. Steuer suggested contacting UWGB for an intern. Ald. Boyce suggested contacting tech schools. In the meantime, the Commission Members are to make a list of projects the intern could take on.

The goal is to submit a strategic plan to the Mayor and Roger would like this accomplished within the next couple of months.

Roger pointed out that May is Historic Preservation Month. If they intend on having an awards ceremony again this year, a press release should be sent out this month. Roger will contact Andy Rosendahl, the new Chief-of-Staff, regarding this. In the meantime, the Members should be thinking of possible award recipients.

Roger presented an idea of hosting an historic preservation summit inviting historical organizations from different communities. They could share ideas and perhaps pool resources.

Instead of giving out expensive plaques this year, Ald. Boyce suggested preparing certificates specific to each property getting an award.

Roger Retzlaff indicated that one of the Commission's on-going projects is the demolition waiting period.

6. NEW BUSINESS

- a. Review November and December building activity reports

A motion to receive and place on file the November and December building reports was made by Ald. Steuer, seconded by Susan Ley. All in favor. Motion carried.

- b. Discuss 2014 calendar and priorities

As discussed above.

7. OTHER ANNOUNCEMENTS, CORRESPONDENCE AND NEWS

Attorney Kail Decker has taken a new position as Assistant City Attorney for the City of Milwaukee. His last day with the City is this Friday, January 17.

The Commission thanked Melissa Hauk for her service and presented her with a plaque signed by the Mayor.

Roger reminded everyone to have their bio ready for the next meeting.

Neil White reported that he and the Wisconsin Historical Society are putting together a Webinar to take place in late March explaining how the new historic tax credit bill works. He will have more information for them at their February meeting.

8. NEXT MEETING DATE

The next meeting date of February 10, 2014 at 4:00 p.m. was confirmed.

9. ADJOURNMENT

A motion to adjourn was made by Ald. Steuer, seconded by Susan Ley. All members voted in favor of the motion. Motion carried.